



## COMMUNITY & ECONOMIC DEVELOPMENT OFFICE

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[www.cedoburlington.org](http://www.cedoburlington.org)

August 26, 2010

To: Board of Finance  
From: Larry Kupferman  
Re: Copier purchase

Please consider this a request from the Community & Economic Development Office to purchase a new copier/scanner/fax machine.

Currently, CEDO owns a Canon 5020ci photocopier and a Savin CLP28 color printer and has maintenance contracts on both machines with IKON. CEDO is planning to streamline its current technology with a copier/scanning/fax machine which would replace three machines, require less floor space (allowing more office space for staff), and be more energy efficient.

The CEDO copier - which also serves the Mayor's office and the Payroll office - is over 6 years old and in need of replacement. CEDO staff, in conjunction with the Assistant CAO for Administration, held interviews with copier vendors over the past few months and have compiled a bid list for 8 different machines from 4 different vendors. We have selected the Kyocera TA 552ci from Symquest as the copier that will provide the service required for the amount of copying generated by the 3 offices.

The cost differential is as follows:

Current Canon copier maintenance expense per month: \$107.25 (lease paid in full)  
Monthly volume on this machine is approx. 16,000 per month or \$.0067 per copy.

Current Savin color printer maintenance expense per month: \$107.25 for up to 500 color prints for a per copy cost of \$.21 and an overage of \$.085/print.

New copier lease per month: \$242.59 for 60 months through Symquest.  
New copier maintenance per month: \$.0059 per b/w copy x 16,000 = \$94.40; \$.0440 per color copy. Same cost for overages.

The new copier cost to purchase is \$10,878.30, the expenditure of which requires Board of Finance approval. We will add the machine to the Master City Lease or lease it directly from Symquest, whichever is less.

Thank you for your consideration.



## Investment Summary For: City of Burlington, Community & Economic Development Office

Proposal dated 7/22/2010, Rev. 8/24/2010 - Supersedes any previous Presentation



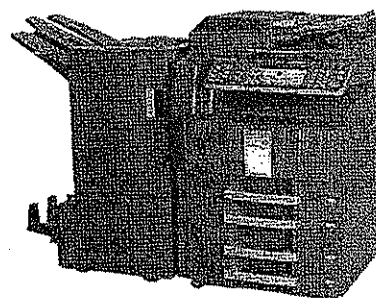
### TASKalfa KM-500ci, 400ci, 300ci, 250ci Series

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#### Features Included:

*This Kyocera/Mita Color Multifunctional Series is a centralized communications system featuring digital Black / White & Color copying, networked printing, fax and scanning. The uniqueness of this series of output devices allows each organization to design the machine to meet individual requirements. This system operates at 50/40, 40/40, 30/30 & 25/25 B/W - Color impressions per minute with advanced digital copying, scan once print many technology and network scanning features.*

Standard features include Network Multi PDL Color-B/W Print, Color Scan, Duplex, 2 x 500 sheet cassettes, 100 sheet Manual Paper Tray, 2 GB RAM and touch screen user interface. The 500ci and 400ci come standard with dual 160 GB HDD Drives; the 300ci, and 250ci with an 80 GB HDD.



#### PURCHASE / LEASE PLAN (Fair Market Value)

	Purchase	36 Month	48 Month	60 Months
KM-552ci (55/50 B/W-Color)	\$7,090.20	\$226.89	\$187.89	\$158.11
KM-500ci (50/40 B/W-Color)	\$5,951.70	\$186.88	\$154.74	\$130.34
Fax System-SC	\$780.30	\$24.97	\$20.68	\$17.40
Dual Scan Document Processor DP-760	\$753.30	\$24.11	\$19.96	\$16.80
3,000 Sht. Finisher DF-760 (Req. JS-720 & AK-720) 1 Tray, 3 Position Stapling	\$1,143.90	\$36.60	\$30.31	\$25.51
Punch Unit PH-5 (Finisher 760 only)	\$452.70	\$14.49	\$12.00	\$10.10
Job Separator JS-720 (Req. for Finisher 750 & 760)	\$80.10	\$2.56	\$2.12	\$1.79
3000 Sheet Drawer PF-760	\$577.80	\$18.49	\$15.31	\$12.88
<b>Total As Specified 500ci</b>	<b>\$9,739.80</b>	<b>\$308.10</b>	<b>\$255.13</b>	<b>\$214.82</b>
<b>Total As Specified 552ci</b>	<b>\$10,878.30</b>	<b>\$348.11</b>	<b>\$288.27</b>	<b>\$242.59</b>

All Connectivity Accessories include installation, set-up, and technical training valued up to \$395.00

#### OPTIONAL CONNECTIVITY ACCESSORIES

	Purchase	36 Month	48 Month	60 Months
Data Security Kit E (HDD Encryption/Overwrite)	\$391.50	\$12.53	\$10.37	\$8.73
Printed Document Guard Kit A	\$780.30	\$24.97	\$20.68	\$17.40

#### OPTIONAL EQUIPMENT ACCESSORIES

	Purchase	36 Month	48 Month	60 Months
Reversing Auto Document Processor DP-750	\$642.60	\$20.56	\$17.03	\$14.33
1,000 Sht. Finisher DF-780 (Req. JS-720) 1 Tray, 3 Position Stapling	\$725.40	\$23.21	\$19.22	\$16.18
<b>Booklet Folder BF-720 (Finisher DF-760 Only) - OPTION</b>	<b>\$628.20</b>	<b>\$20.10</b>	<b>\$16.65</b>	<b>\$14.01</b>
Attachment Kit AK-720 (Req. for Finisher 760)	\$47.70	\$1.53	\$1.26	\$1.06
7 Bin Mailbox (Finisher DF-760 Only)	\$472.50	\$15.12	\$12.52	\$10.54
Dual Paper Trays 2 x 500 PF-720	\$539.10	\$17.25	\$14.29	\$12.02



TASKalfa KM- 500ci, 400ci, 300ci, 250ci Series

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MAINTENANCE AND SUPPLIES EXCLUDING PAPER AND STAPLES ONLY					
Maintenance Plan - TASKalfa Series	Minimum Monthly Allowance	Maximum Monthly Allowance	Per Copy Black	Per Copy Color	
Service rate - Fixed Five years	TBD	N/A	\$ 0.0059	\$ 0.0440	
Actual Usage in Arrears					
11 X 17 color impressions only equal two 8.5 x 11 pages					
Maintenance Plan Includes connectivity support					
Driver updates, software updates, loading new drivers on CPUS					
unlimited phone and onsite support					
Travel time, labor time and parts					
All toner					
INTRODUCTORY SERVICE PROGRAM					
In addition to the above, SymQuest will provide the first THREE months of service at NO CHARGE to the City of Burlington Community Economic Development Office.					
SUPPLIES					
Description	Quantity		Purchase Price		
Staples Finisher DF-760 & DF-780 STA SH-10 (3/5000)	1		\$62.00		
Submitted By Bill Lounsbury: wlounsbury@symquest.com					
Telephone: 802-658-9824					
Quotation Valid for 30 days					

Cost to Purchase	Lease Cost per month (60 mos.)	B&W cost	B&W Overage	Color copy cost	Color Overage Cost	Staples	Toner	Toner Recycling	Demo
\$9,643.00	\$195.65	0.0055**	\$0.0055	\$0.0500	\$0.0500	\$95.00/pk	YES	Yes, they offer toner recycling (fee?)	7-day
15,000 per pack									
\$12,780.00	\$263.37	\$0.0070	\$0.0070	\$0.0500	\$0.0500	?	YES	FREE	
15,000 per pack									
\$9,739.80	\$214.82	\$0.0059	\$0.0059	\$0.0440	\$0.0440	\$62.00/pk	YES	Yes, but we pay to ship	3 mos. free
\$10,878.30	\$242.59	\$0.0059	\$0.0059	\$0.0440	\$0.0440	\$62.00/pk	YES	Yes, but we pay to ship	3 mos. free
\$13,155.12	\$288.10	\$0.0059	\$0.0059	\$0.0440	\$0.0440	\$56.00/pk	YES	Yes, but we pay to ship	3 mos. free
15,000 per pack									
\$12,028.00	\$267.00	16,500 @ .0069*	\$0.0069	500 @ \$0.065*	\$0.0650	?	YES	?	1-2 weeks
\$11,109.00	\$247.00	16,500 @ .0069*	\$0.0069	500 @ \$0.065*	\$0.0650	?	YES	FREE	1-2 weeks
\$10,759.00	\$239.00	16,500 @ .005	\$0.0050	500 @ \$0.05	\$0.05	?	YES	FREE	1-2 weeks

\*\* OCE Fixed monthly cost of \$91.66/month based on 200,000 b/w copies per year. Color is per copy and billed quarterly.

Xerox lowered price w/\$350 trade-in of old machines. Base monthly service \$107.50.

